

204 Fourth Street, Suite A
Woodland, CA 95695
530-666-8918
law.library@yolocounty.org
yololawlibrary.org

AGENDA FOR MEETING OF THE BOARD OF TRUSTEES

NOTICE: This agenda can be made available in appropriate alternative formats to persons with a disability.

NOTE: This meeting is being agendized to allow Board Members, staff and the public to participate in the meeting via teleconference, pursuant to Government Code section 54953(e)(1) (as amended by Assembly Bill 361), available at the link below.

**The Yolo County Law Library Board of Trustees will meet on
Thursday, December 1, 2022 at 12:15 pm.**

Government Code Section 54953(e)(1) authorizes local legislative bodies to hold public meetings via teleconference and to make public meetings accessible telephonically or otherwise electronically to all members of the public. Members of the public are encouraged to observe and participate in the teleconference.

Further instructions on how to electronically participate and submit your public comments can be found in the PUBLIC PARTICIPATION note at the end of this Agenda.

By PC [Here](#) or By Phone: (408) 638-0968 Meeting ID: 871 8050 9657

1. Rollcall
2. Public Comment: This is the opportunity for members of the public to address the Board on subjects relating to Law Library Board business.
3. Adopt Resolution Authorizing Remote and Hybrid Teleconference Meetings of the Yolo County Law Library Board of Trustees Pursuant to Assembly Bill 361
4. Adopt Special Resolution
5. Consider approval of routine business
 - a. Approval of minutes (October 27, 2022 meeting)
 - b. Ratification of claims from October-November 2022
6. Financial report
 - a. Court distributions: September 2022: \$9,601.59 (funds available 11/8/2022)
 - b. Income/expenditure report
7. New trustee appointment (discussion)
8. Consider changes to Library claims approval process
9. Consider new library security system expenditures
10. Director's report
11. Brief comments by trustees
12. Next meeting

I declare under penalty of perjury that the foregoing agenda was posted at the Law Library Entrance, 204 4th St, Woodland, CA 95695 as required by law.

By: /s/ Janet Coles

If requested, this agenda can be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 and the Federal Rules and Regulations adopted in implementation thereof. Persons seeking an alternative format should contact the Law Librarians for further information. In addition, a person with a disability who requires a modification or accommodation, including auxiliary aids or services, in order to participate in a public meeting should telephone or otherwise contact the Law Librarians as soon as possible and preferably at least 24 hours prior to the meeting. Public documents pertaining to the agenda may be viewed or obtained during regular business hours at the Law Library, or on the Law Library's website at https://yololawlibrary.org/?page_id=79. The Law Librarian may be reached at telephone number 530-666-8918, or email law.library@yolocounty.org or at the following address: Yolo County Law Library, 204 Fourth Street, Suite A, Woodland, CA 95695

PUBLIC PARTICIPATION INSTRUCTIONS:

Based on guidance from the California Department of Public Health and the California Governor's Office, to minimize the spread of the COVID 19 virus, please do the following:

You are strongly encouraged to observe the live stream of the Board Meeting.

By PC: <https://us06web.zoom.us/j/87180509657?pwd=OW1TSgZhCOHFhUUZtankxNGdqL0ZLQT09>

Dial by your location: (408) 638-0968

Meeting ID: 871 8050 9657

If you are joining the meeting via Zoom and which to make a comment on an item, press the "raise a hand" button. If you are joining the meeting by phone, press *9 to indicate a desire to make comment. The chair will call you by name or phone number when it is your turn to comment. Speakers will be limited to three (3) minutes.

If you choose not to observe the Board meeting but wish to make a comment on a specific agenda item, please submit your comment via email by 5:00 p.m. on the day prior to the Board meeting. Please submit your comment to janet.coles@yolocounty.org. Your comment will be placed into the record at the Board meeting.

If you are watching/listening to the live stream of the Board meeting and wish to make either a general public comment or to comment on a specific agenda item as it is being heard, you may also submit your comment, limited to 250 words or less, to janet.coles@yolocounty.org. Every effort will be made to read your comment into the record, but some comments may not be read due to time limitations. Comments received after an agenda item will be made part of the record if received prior to the end of the meeting.

RESOLUTION
of the Board of Trustees of the
Yolo County Law Library
Adopted in Appreciation of
Randall L. Blake, Esq.

Whereas, Randall L. Blake (Randy) has, since his appointment more than five years ago, executed with singular competence the duties of Trustee of the Yolo County Law Library; and

Whereas, throughout his tenure as Trustee, Randy has been devoted to the continued improvement of the Law Library; and

Whereas, Randy has consistently provided excellent guidance and leadership in furtherance of the Law Library's role in affording access to justice to all in the Yolo County community; and

Whereas, Randy has earned the esteem and affection of his fellow trustees through his wise counsel and noteworthy, dedicated service as a Trustee of the Law Library Board;

Now, Be It Therefore Resolved, that the members of the Board of Trustees extend their heartfelt gratitude and sincere best wishes to Randy on his retirement and their appreciation for his extraordinary contributions to the Yolo County Law Library, its patrons and staff.

This Resolution is hereby unanimously adopted by the Board of Trustees at its regular meeting of December 1, 2022.

Hon. Daniel M. Wolk, President

Ashley M. Harvey, Esq., Trustee

Hope P. Welton, Esq., Vice President

Charles R. Mack, Esq., Trustee

Hon. Sonia Cortés, Trustee

Alysa E. Meyer, Esq., Trustee

Attest:

Janet Coles,
Library Director and Secretary Pro Tem

**Yolo County Law Library Board of Trustees
Minutes of the October 27, 2022 Meeting**

The Yolo County Law Library Board of Trustees held a meeting on Thursday, October 27, 2022, scheduled for 12:15 PM, via Zoom online conferencing.

Vice President Welton called the meeting to order at 12:22 PM. President Wolk joined the meeting at 12:25 PM.

Present: Trustees Blake, Cortés, Harvey, Mack, Meyer, Welton, Wolk. Staff: Director Coles

Absent: None

There was no public attendance, and no public comment was received.

Discussion and action items:

- 1) Renew authorization for remote (teleconference/videoconference) meetings.**
The Board adopted a resolution authorizing remote and hybrid teleconference meetings pursuant to Assembly Bill 361.
- 2) Vice President Welton introduced new trustee Ashley Harvey.**
- 3) Consider approval of routine business.**
 - a. The minutes of the August 25, 2022 meeting were approved.
 - b. August-October 2022 claims were ratified.
- 4) Financial report**
 - a. Court distributions for July 2022 (\$9,594.71) and August 2022 (\$10,369.11) were reported.
 - b. An income and expenditure report for FY2023 to date was provided. Coles reported that the Library had recently received its expected state appropriation of \$69,564.03, which had been deposited to the treasury but was not yet reflected in the report.
- 5) Consider new Westlaw contract approval.** The Board approved a new Westlaw contract, which included one patron access subscription, one “behind the desk” subscription, both to include access to Westlaw’s Practical Law feature.
- 6) Consider FY2022 annual report approval.** The Board approved the draft of the Library’s FY2022 report to the Yolo County Board of Supervisors. Coles explained that the fund balance figure was about \$7500 less than the preliminary figure provided to the Board in June, because of county investment pool losses due to rising interest rates.
- 7) Consider approval of holiday hours.** The Board approved holiday closures for the Library as follows, in addition to court holidays: Wednesday, November 23; December 23 and December 27-30.
- 8) Director’s report.** Coles provided a written report to the Board and touched on several points, including the security upgrade for the Library, progress on becoming a passport acceptance facility, and the lawyers in the library project.
- 9) Next meeting.** The next Board of Trustees meeting will be on Thursday, December 1, 2022, at 12:15 PM.
- 10) Adjournment.** The meeting was adjourned at 1:03 PM.

Respectfully submitted by,



Janet Coles, Director, Yolo County Law Library

COUNTY OF YOLO LAW LIBRARY

VENDOR NO.	VENDOR NAME	INVOICE NUMBER	INVOICE DATE	ACCOUNTING UNIT				ACCNT#	AMOUNT	
				FUND	DEPT#	B/U	C/C			
	AMAZON	1Y3Q-Y4JR-C39M	10/16/2022	6950	67	6200	7001	501110	\$ 75.83	
	AMAZON	1VJW-6KDM-9XDL	10/23/2022	6950	67	6200	7001	501110	\$ 11.75	
1	11113	CEB	11093013	10/25/2022	6950	67	6200	7001	501230	\$ 168.25
3	11113	CEB	12304698	10/29/2022	6950	67	6200	7001	501231	\$ 340.25
4	11113	CEB	11093508	11/4/2022	6950	67	6200	7001	501230	\$ 213.07
6	10571	LEXISNEXIS	33842655	11/1/2022	6950	67	6200	7001	501230	\$ 988.25
	10571	QUILL	28735579	11/2/2022	6950	67	6200	7001	501110	\$ 68.73
7	10167	RICOH	106615950	10/14/2022	6950	67	6200	7001	501190	\$ 118.73
	THOMSON									
8	10659	REUTERS-WEST	847113797	10/1/2022	6950	67	6200	7001	501231	\$ 2,032.03
	THOMSON									
9	10559	REUTERS-WEST	847195578	10/4/2022	6950	67	6200	7001	501230	\$ 1,241.26
7001 total									\$ 5,170.57	
TOTAL									\$ 5,170.57	

Prepared By:

Janet Coles

11/4/2022

Approved by the President or Vice President of the Board of Trustees

Dated:

11/7/2022

For customer support, visit www.amazon.com/contact-us.**Invoice summary** *Payment due by November 30, 2022*

Item subtotal before tax	\$ 66.56
Shipping & handling	\$ 3.99
Promos & discounts	(\$ 0.33)
Total before tax	\$ 70.22
Tax	\$ 5.61
Amount due	\$ 75.83 USD

Pay by**Electronic funds transfer (EFT/ACH/Wire)**

Account name Amazon Capital Services, Inc.
 Bank name Wells Fargo Bank
 ACH routing # (ABA) 121000248
 Bank account # (DDA) 41630410797819508
 SWIFT code (wire transfer) WFBIUS6S

Check

Amazon Capital Services
 PO Box 035184
 Seattle, WA 98124-5184

Account # A31P7M9MF5SXPB**Payment terms** Net 45**Purchase date** 10-Oct-2022**Purchased by** Janet Coles**Registered business name**

County of Yolo

Bill to

County of Yolo
 625 Court St.
 Room 103
 Woodland, CA 95695

Ship to

Yolo County Law Library
 204 4TH ST STE A
 WOODLAND, CA 95695-3502

Include Amazon invoice number(s) in the descriptive field of your electronic funds transfer payment, or

Email ar-businessinvoicing@amazon.com to submit your remittance detail.

Invoice details

Description	Qty	Unit price	Item subtotal before tax	Tax
1 Avery 5160 Easy Peel Address Labels , White, 1 x 2-5/8 Inch, 3,000 Count (Pack of 1)	1	\$33.26	\$33.26	8.000%
ASIN: B00006B8FZ Sold by: Amazon.com Services LLC				
Order # 111-0407010-8354624				

Description	Qty	Unit price	Item subtotal before tax	Tax
2 Guia Facil de Inmigracion Estados Unidos: Soluciones de Inmigración (Spanish Edition)	1	\$33.30	\$33.30	8.000%
ASIN: 1387674137 Sold by: Fifty Three Ten, LLC Order # 111-2952763-6533822				
3 Shipping & handling			\$3.99	8.000%
4 Promotions & discounts			(\$0.33)	8.000%
			Total before tax	\$70.22
			Tax	\$5.61
			Amount due	\$75.83

FAQs**How is tax calculated?**Visit https://www.amazon.com/gp/help/customer/display.html/ref=hp_leftv4_sib?ie=UTF8&nodeId=202036190**How are digital products and services taxed?**Visit https://www.amazon.com/gp/help/customer/display.html/ref=hp_leftv4_sib?ie=UTF8&nodeId=202074670

For customer support, visit www.amazon.com/contact-us.**Invoice summary** *Payment due by December 07, 2022*

Item subtotal before tax	\$ 10.99
Shipping & handling	\$ 0.00
Promos & discounts	(\$ 0.11)
Total before tax	\$ 10.88
Tax	\$ 0.87
Amount due	\$ 11.75 USD

Pay by**Electronic funds transfer (EFT/ACH/Wire)**

Account name Amazon Capital Services, Inc.
Bank name Wells Fargo Bank
ACH routing # (ABA) 121000248
Bank account # (DDA) 41630410797819508
SWIFT code (wire transfer) WFBIUS6S

Check

Amazon Capital Services
 PO Box 035184
 Seattle, WA 98124-5184

Account # A31P7M9MF5SXPB**Payment terms** Net 45**Purchase date** 10-Oct-2022**Purchased by** Janet Coles**Registered business name**

County of Yolo

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Ship to

Yolo County Law Library
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 WOODLAND, CA 95695-3502

Include Amazon invoice number(s) in the descriptive field of your electronic funds transfer payment, or

Email ar-businessinvoicing@amazon.com to submit your remittance detail.

Invoice details

Description	Qty	Unit price	Item subtotal before tax	Tax
1 Amazon Brand - Solimo Disinfecting Wipes, Lemon Scent & Fresh Scent, Sanitizes/Cleans/Disinfects/Deodorizes, 75 Count (Pack of 3)	1	\$10.99	\$10.99	8.000%
ASIN: B07F246YG1 Sold by: Amazon.com Services LLC Order # 111-0407010-8354624				
2 Promotions & discounts			(\$0.11)	8.000%

Total before tax \$10.88
 Tax \$0.87

Amount due

\$11.75

FAQs

How is tax calculated?

Visit https://www.amazon.com/gp/help/customer/display.html/ref=hp_leftv4_sib?ie=UTF8&nodeId=202036190

How are digital products and services taxed?

Visit https://www.amazon.com/gp/help/customer/display.html/ref=hp_leftv4_sib?ie=UTF8&nodeId=202074670

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 204 4TH ST STE A
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DATE 10/25/22
 INV. NO. 11093013
 TRANS NO. 11093013

900876 900876

CA 95695 CUST. R. O. NO.

LINE	ITEM ORDERED	QTY	PRICE	EXTENSION
1	CJER: SEARCH & SEIZURE 2022 CR34184 PER AUTOMATIC UPDATE	1	150.00	150.00
FOR QUESTIONS CONCERNING AUTOMATIC UPDATES PLEASE CALL (800) CEB-3444.				
SUBTOTAL				150.00
TAX AT 8.00%				12.00
SHIPPING CHARGE				6.25
ORDER TOTAL				168.25
AMOUNT NOW DUE				168.25

INVOICE

Invoice



CEB

1111 Franklin Street
Oakland California
94607

CEB | 1-800-232-3444 | CEB.com

Customer 900876
YOLO COUNTY LAW LIBRARY 204 4TH ST STE A WOODLAND , California 95695 United States 5306668918 janet.coles@yolocounty.org

Invoice	12304698
Invoice amount	\$340.25
Posted Date	October 29, 2022
Due Date	November 28, 2022
Terms	Net30
Outstanding	\$340.25
Status	Due
PO Number	

Description	Quantity	Unit price	Amount
OnLAW Unlimited ALL Onlaw/IP Access - Contract Effective 3-21-22 through 3-21-23			
All OnLAW Titles (product) October 29, 2022 - November 28, 2022	1	\$340.25	\$340.25

Notes
Terms & Conditions apply and are available for review at https://www.ceb.com/terms-and-conditions .
Payment by credit card is available online at ceb.com/Account .
Make checks payable to the Regents of University of California. Mail to Continuing Education of the Bar, P.O. Box 741661, Los Angeles, CA 90074-1661

Subtotal	\$340.25
Invoice amount	\$340.25
Payments	\$0.00
Outstanding	\$340.25

**CEB**

University of California
 1111 Franklin Street, Oakland, CA 94607
 Customer Service: 1-800-232-3444 ceb.com

FEDERAL ID #95-6006143

SHIP TO

BILL TO

900876

900876

YOLG COUNTY LAW LIBRARY
 ATTN LAW LIBRARIAN
 204 4TH ST STE A
 WOODLAND

DATE 11/04/22
 INV. NO. ► 11093508
 TRANS NO. 11093508

CA 95695 CUST. P. O. NO.

LINE	ITEM ORDERED	QTY	PRICE	EXTENSION
1	HANDLING UNLAWFUL DETAINERS REV AQ 22 RE11117 PER AUTOMATIC UPDATE	1	189.00	189.00
FOR QUESTIONS CONCERNING AUTOMATIC UPDATES PLEASE CALL (800) CEB-3444.				
SUBTOTAL				189.00
TAX AT 8.00%				15.12
SHIPPING CHARGE				8.95
ORDER TOTAL				213.07
AMOUNT NOW DUE				213.07

INVOICE

PAGE 1 OF 1

SEE BACK FOR IMPORTANT INFORMATION

TERMS--NET 30 DAYS

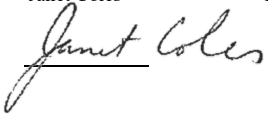
COUNTY OF YOLO LAW LIBRARY

VENDOR NO.	VENDOR NAME	INVOICE NUMBER	INVOICE DATE	ACCOUNTING UNIT				ACCNT#	AMOUNT	
				FUND	DEPT#	B/U	C/C			
	AMAZON	1Y3Q-Y4JR-C39M	10/16/2022	6950	67	6200	7001	501110	\$ 75.83	
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9	10559	THOMSON REUTERS-WEST								
7001 total									\$ 5,170.57	

TOTAL \$ 5,170.57

Prepared By:
Janet Coles 11/4/2022

Approved by the President or Vice President of the Board of Trustees



_____ Dated: _____

For customer support, visit www.amazon.com/contact-us.**Invoice summary** *Payment due by November 30, 2022*

Item subtotal before tax	\$ 66.56
Shipping & handling	\$ 3.99
Promos & discounts	(\$ 0.33)
Total before tax	\$ 70.22
Tax	\$ 5.61
Amount due	\$ 75.83 USD

Pay by**Electronic funds transfer (EFT/ACH/Wire)**

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 Bank name Wells Fargo Bank
 ACH routing # (ABA) 121000248
 Bank account # (DDA) 41630410797819508
 SWIFT code (wire transfer) WFBIUS6S

Check

Amazon Capital Services
 PO Box 035184
 Seattle, WA 98124-5184

Account # A31P7M9MF5SXPB**Payment terms** Net 45**Purchase date** 10-Oct-2022**Purchased by** Janet Coles**Registered business name**

County of Yolo

Bill to

County of Yolo
 625 Court St.
 Room 103
 Woodland, CA 95695

Ship to

Yolo County Law Library
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FAQs**How is tax calculated?**Visit https://www.amazon.com/gp/help/customer/display.html/ref=hp_leftv4_sib?ie=UTF8&nodeId=202036190**How are digital products and services taxed?**Visit https://www.amazon.com/gp/help/customer/display.html/ref=hp_leftv4_sib?ie=UTF8&nodeId=202074670

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Account # A31P7M9MF5SXPB

Payment terms Net 45

Purchase date 10-Oct-2022

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Registered business name

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Bank account # (DDA) 41630410797819508
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YOLO COUNTY LAW LIBRARY
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DATE 10/25/22
 INV. NO. 11093013
 TRANS NO. 11093013

900876 900876

CA 95695 CUST. P. O. NO.

LINE	ITEM ORDERED	QTY	PRICE	EXTENSION
1	CJER: SEARCH & SEIZURE 2022 CR34184 PER AUTOMATIC UPDATE	1	150.00	150.00
FOR QUESTIONS CONCERNING AUTOMATIC UPDATES PLEASE CALL (800) CEB-3444.				
SUBTOTAL				150.00
TAX AT 8.00%				12.00
SHIPPING CHARGE				6.25
ORDER TOTAL				168.25
AMOUNT NOW DUE				168.25

INVOICE

Invoice



CEB

1111 Frank n Street
Oak and Ca forn a
94607

CEB 1-800-232-3444 CEB.com

Customer 900876
YOLO COUNTY LAW LIBRARY 204 4T ST STE A WOODLAND , Ca forn a 95695 Un ted States 5306668918 janet.co es@yo ocounty.org

nvo ce	12304698
nvo ce amount	\$340.25
Posted Date	October 29, 2022
Due Date	November 28, 2022
Terms	Net30
Outstand ng	\$340.25
Status	Due
PO Number	

Descr pt on	Quant ty	Un t pr ce	Amount
OnLAW Unlimited ALL On aw/ P Access - Contract Effect ve 3-21-22 through 3-21-23			
All OnLAW Titles (product) October 29, 2022 - November 28, 2022	1	\$340.25	\$340.25

Notes
Terms & Cond t ons app y and are ava ble for rev ew at https://www.ceb.com/terms-and-cond t ons .
Payment by cred t card s ava ble on ne at ceb.com/Account .
Make checks payab e to the Regents of Un vers ty of Ca forn a. Ma to Cont nu ng Educat on of the Bar, P.O. Box 741661, Los Ange es, CA 90074-1661

Subtotal	\$340.25
Invoice amount	\$340.25
Payments	\$0.00
Outstanding	\$340.25



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1111 Franklin Street, Oakland, CA 94607
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FEDERAL ID #95-6006143

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WOODLAND

DATE 11/04/22
INV. NO. ► 11093508
TRANS NO. 11093508

CA 95695 CUST. P. O. NO.

LINE	ITEM ORDERED	QTY	PRICE	EXTENSION
1	HANDLING UNLAWFUL DETAINERS REV AQ 22 RE11117 PER AUTOMATIC UPDATE	1	189.00	189.00
FOR QUESTIONS CONCERNING AUTOMATIC UPDATES PLEASE CALL (800) CEB-3444.				
SUBTOTAL				189.00
TAX AT 8.00%				15.12
SHIPPING CHARGE				8.95
ORDER TOTAL				213.07
AMOUNT NOW DUE				213.07

INVOICE

PAGE 1 OF 1

SEE BACK FOR IMPORTANT INFORMATION

TERMS--NET 30 DAYS



Invoice # 33842655
Invoice Date 11-01-22
PO# DIGITALLIBRARY
Order Date 10-28-22
Acct Mgr G88
Payment Terms 30 Days
Ship Method UPS Ground

BILL TO ACCOUNT # : 0099948607

SHIP TO ACCOUNT # : 0099948607

YOLO COUNTY LAW LIBRARY
 DIGITAL LIBRARY
 204 4TH ST STE A
 WOODLAND CA 95695

YOLO COUNTY LAW LIBRARY
 DIGITAL LIBRARY
 204 4TH ST STE A
 WOODLAND CA 95695

This invoice reflects the billing for year 2 of a 3 year contract. The future billing schedule, exclusive of taxes, shipping and handling, is listed below *. If applicable, any change in the number of users will affect future invoice charges. Please refer all inquiries to the Account Manager listed below.

INVOICE									
Qty	ISBN	Price	# of Licenses	License Fees	Discount Amount	Net Amount	S&H	Tax	Extended Price
1	9780769858784	9342.75				3090.00			3090.00
urrent Billing Period 11 22 10 23 APPLICATION SERVICES FEE									
*Future Billing Schedule:									
11-23 - 10-24: 3183.00									
1	0009181000014	16294.00				3846.00			3846.00
urrent Billing Period 11 22 10 23 CA FORMS OF PLEADING & PRACTICE DIGITAL LIBRARY									
*Future Billing Schedule:									
11-23 - 10-24: 3961.00									
1	0009187000018	11575.00				4923.00			4923.00
urrent Billing Period 11 22 10 23 CA LEGAL FORMS TRANSACTION DIGITAL LIBRARY									
*Future Billing Schedule:									
11-23 - 10-24: 5071.00									
						37211.75			11859.00
						Payment 01	Amount Due		988 25

CALL YOUR ACCT MGR, KIMBERLY MASTRIANNI, AT 1-937-247-8187 FOR INFO ABOUT OUR PUBLICATIONS

Some prices reflected in this Order are contingent on you maintaining all of your existing subscript accounts with LN and its affiliates; if any such existing business is cancelled by you, LN may modify prices to reduce or eliminate any related discounts.

MAKE CHECK PAYABLE TO :

Matthew Bender & Co., Inc.
 28544 Network Place
 Chicago, IL 60673-1285

INVOICE	#33842655
PO#	DIGITALLIBRARY
AMOUNT DUE \$	988.25
AMOUNT ENCLOSED	

To Change Address Or If Paying By Credit
 Please note On Reverse



PO Box 37600
Philadelphia, PA 19101-0600

Invoice

Order Date: 11/01/2022
Ship Date: 11/02/2022
Invoice Date: 11/02/2022
Due Date: 12/02/2022
TIN: 04-2896127

Sold To:

YOLO COUNTY LAW LIBRARY
204 4TH ST # A
WOODLAND CA 95695-3502


Ship To:

Yolo County Law Library
204 4Th St # A
Woodland CA 95695

Customer PO: colesjanet Order#: 165421506 Invoice #: 28735579 Account #: 6872270

Item Number	Description	Color	Qty Shipped	Price	Unit	Extended
901-24300522	Waterproof 2Gb usb 10Pk black		1	\$63.64	each	\$63.64




Your coupon savings of \$3.35 is reflected in the item prices on this invoice



View your account balance and pay invoices online!

Go to [Quill.com/billing](https://www.quill.com/billing)

Electronic Payment Info:
Quill Corporation
Account 4353724479
Routing 121000248
arpayment@quill.com

 Always happy to help
 800.982.3400  invoice@quill.com

Merchandise Amt: \$63.64
Tax: \$5.09
Shipping: Free
Amount Due: \$68.73

Pay this invoice or track the status of this order at [Quill.com/myaccount](https://www.quill.com/myaccount)

To ensure proper payment, include this portion along with your check to the address shown. Include your Account Number.
If you're paying multiple invoices at one time, submit each invoice stub that you would like your payment applied to.

Account Number: 6872270
Yolo County Law Library

Payable to:

Quill LLC
P.O. Box 37600
Philadelphia, PA 19101-0600



Invoice Number: 28735579
Invoice Date: 11/02/2022
Amount Due: \$68.73
Payable in US Dollars

0011000000287355790006872270210000000068739

PLEASE RETURN THIS REMITTANCE PORTION WITH YOUR PAYMENT

ACCOUNT NUMBER 1584884-1030470USC

PLEASE REFER TO ACCOUNT NUMBER ON ALL INQUIRIES
PLEASE DO NOT STAPLE OR FOLD THIS PORTION

7A I J

DUE DATE	11/03/2022
INVOICE DATE	10/14/2022
INVOICE NUMBER	106615950
AMOUNT DUE	\$118.73
AMOUNT ENCLOSED	

B I T L O L
YOLO COUNTY OF
ATTN: ACCOUNTS PAYABLE
204 4TH ST STE A
WOODLAND

CA 95695-3502

R E M I T T

RICOH USA, INC.
PO BOX 650073
DALLAS TX 75265-0073

01 0000000015848849 0001066159508 0000000000118737



Ricoh USA, Inc.

ACCOUNT NUMBER: 1584884-1030470USC 7A I J

For billing inquiries, please call Customer Service at the number printed below. Please refer to your account number on all inquiries.

B I T L O L

YOLO COUNTY OF
ATTN: ACCOUNTS PAYABLE
204 4TH ST STE A
WOODLAND CA 95695-3502

To avoid late charges, all payments must be received by the due date. Late charges will be added to your invoice consistent with the terms and conditions of your contract.

INVOICE NUMBER	106615950
INVOICE DATE	10/14/2022
DUE DATE	11/03/2022

PLEASE CALL 1-800-595-1011 FOR ACCOUNT INQUIRIES

DESCRIPTION				CURRENT CHARGES	TOTALS
PREVIOUS BALANCE					\$8.64
RENEWAL				96.74	
MODEL	: MP2554SP	SERIAL:	C86179278		
METER	FROM: 09/02/2022	TO :	10/01/2022		
METER	BEG.: 65,953	END :	66,536		
ADDITIONAL IMAGES					
	583 @		\$0.00890	5.19	
STATE TAX				6.11	
COUNTY TAX				1.28	
DISTRICT TAX				.77	110.09
MP2554SP C86179278					
CURRENT BILLING PERIOD: 10/03/2022 - 11/02/2022					
BEGIN SERVICING YOUR RICOH ACCOUNT ONLINE AT: WWW.GETMYACCOUNTS.COM					
-YOU WILL NEED YOUR FULL ACCOUNT NUMBER TO REGISTER					
-OBTAIN YOUR INVOICE, PAY HISTORY, AND MORE					
-ELECTRONICALLY MAKE PAYMENTS, SETUP AUTO-PAY					
CURRENT	30 DAYS	60 DAYS	90 DAYS	THANK YOU FOR YOUR PROMPT PAYMENT	AMOUNT DUE
118.73	0.00	0.00	0.00		\$118.73

RETAIN THIS INVOICE PORTION FOR YOUR RECORDS

**FOR ADDRESS CORRECTIONS OR NAME CHANGE REQUESTS, PLEASE CONTACT
CUSTOMER SERVICE AT 800-595-1011.**



106615950 - BKPG

Acceptable Forms of Payments: We will accept payment in the form of company checks (or personal check in the case of sole proprietorships), direct debit, or wires only. Cash, money orders, cashier's checks, traveler's checks and other cash equivalents are not acceptable forms of payment and such forms of payment may delay processing or be returned. Furthermore, only you or your authorized agent as approved may remit payments on these accounts.

Disputed Payments: Without prejudice to any of our rights and remedies under your contract, all written communication concerning disputed amounts, including any check or other payment instrument that (a) indicates that the written payment constitutes "payment in full" or is tendered as full satisfaction of a disputed amount or (b) is tendered with other conditions or limitation must be mailed or delivered to us at the correspondence only address (P.O. Box 9115, Macon, Georgia 31208-9115 or 1738 Bass Road, Macon, Georgia 31210-1043) and not to the payment address.



Thomson Reuters
West Publishing Corporation
610 Opperman Drive
Eagan, MN 55123 1396

YOLO COUNTY LAW LIBRARY

Invoice #: 847113797
Account #: 1003332674
Invoice date: October 1, 2022
Purchase order #:

YOLO COUNTY LAW LIBRARY
PATRON ACCESS ACCOUNT
204 4TH ST STE A
WOODLAND CA 95695-3502

Total Due in USD
2,032.03
Payment Due by
October 31, 2022

Summary	Charge USD	Tax USD	Total USD
ONLINE/SOFTWARE SUBSCRIPTION CHARGES	2,032.03	0.00	2,032.03
TOTAL INVOICE AMOUNT	2,032.03	0.00	2,032.03

Billing Note

Find information on how to read your invoice and other commonly asked billing questions under the Billing, payment, returns & refunds section online at legal.thomsonreuters.com/en/support.

Self-Service online resources

Sign up for E delivery of invoices at <http://ebilling.thomsonreuters.com>

To manage your account sign up at MyAccount: <http://myaccount.tr.com/westlaw>

For online support contact us at <http://legal.thomsonreuters.com/en/support>

1000800651 A

Include this portion with your payment - Folding and stapling may delay your payment.

YOLO COUNTY LAW LIBRARY

Invoice #: 847113797
Account #: 1003332674
Invoice date: October 1, 2022

Pay online:

To make a payment electronically log on to https://www.thomsonreuters.com/en_us/account/billing/guest/pay
Set up your payment to be withdrawn electronically using direct debit or credit card.

Invoice due date: October 31, 2022
Amount due in USD: 2,032.03

Amount enclosed: _____

Please make checks payable to:

Thomson Reuters West
Payment Center
P.O. Box 6292
Carol Stream, IL 60197 6292



Do more with your account online

<http://myaccount.tr.com/westlaw>

- Manage payments online and review account balances
- Update addresses and review order status
- View and download invoice details
- Manage online users' access

<http://www.quickview.com>

- Obtain free usage reporting for cost recovery
- Obtain eDiscovery matter details

<http://ebilling.thomsonreuters.com>

- Go Green with e-billing for time savings and convenience

<https://www.thomsonreuters.com/en-us/account/billing/guest/pay>

- Easily and quickly enroll in our autopay program
- Easily make updates after setup

<https://legal.thomsonreuters.com/billing-portal-request>

- Sign up to receive your invoice through a billing portal

Return policy

- If you are not completely satisfied with the products you purchase from West (Thomson Reuters), you may return them. In order to receive credit, returns must be received within 45 days of the ship date. If a return is received after 45 days, we regret that we cannot issue a refund or send the merchandise back to you. The ship date can be found online at My Account (myaccount.tr.com/westlaw).
- Please note that products included within programs such as, but not limited to, Library Maintenance Agreement/Library Management Arrangement, Library Savings Plan, West Complete, Assured Print Pricing, WestPack, and Special Offer agreements cannot be separately cancelled or returned and are nonrefundable. These programs provide our most favorable terms, and titles within these programs are not eligible for refund.
- To ensure accurate processing, simply return merchandise in its original packaging via a trackable shipping method and insure the merchandise for its value. Always enclose a copy of the original delivery or billing document and include a brief explanation of the reason for the return. All expenses associated with returns are the responsibility of the customer. Customers will forfeit any applicable discounts when returning part of a promotional sale. To verify our receipt of your return and any credit applied, access the Returns History section in My Account (myaccount.tr.com/westlaw).
- The return policy does not apply to online, hosted, software, or Thomson Reuters ProView® eBook products. Please refer to your order form.

Payment options and terms

Include your invoice number to assist with applying your payment or email the remittance to west.arpaymentcenter@thomsonreuters.com

Pay Online

To make a payment online or sign up for AutoPay, please visit <https://www.thomsonreuters.com/en-us/account/billing/guest/pay>

Electronic payments should be issued to

West Publishing Corporation
BMO Harris Bank N.A.,
115 S LaSalle St, Chicago IL 60603
Bank Routing #: 071000288
Bank Account #: 4445615
SWIFT Code: HATRUS44

Contact us online

<https://legal.thomsonreuters.com/en/support>

- Provides answers to commonly asked questions and web forms for submitting account-related requests.

Thomson Reuters tax information

Canadian registration numbers

Canada GST: 13641 8480 RT0001
British Columbia PST: PST-1000-4632
Quebec QST: 1021623993 TQ001
Saskatchewan PST: 1895663

VAT Reg Numbers

41-1426973

Federal Tax ID

41-1426973

Electronic payment details for other currencies

<http://legal.tr.com/electronic-funds-transfer>

Pay via Phone

To make a payment via telephone, please call 1-800-328-4880 Say "Account Services," then provide account number, say "make a payment."

Check

Check payments should be mailed to the address on the front of invoice in the remittance section. To ensure timely application, return the remittance portion with your check payment.

- Terms: Net 30; products are shipped FOB shipping point
- Please do not enclose cash or additional correspondence
- Payments marked "paid in full," or with any other restrictive language, shall not operate as an accord and satisfaction without the prior written approval of West (Thomson Reuters).

Invoice



Thomson Reuters
West Publishing Corporation
610 Opperman Drive
Eagan, MN 55123 1396

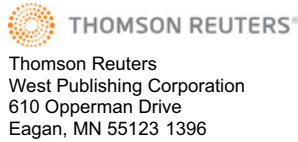
YOLO COUNTY LAW LIBRARY

Invoice #: 847113797
Account #: 1003332674
Invoice date: October 1, 2022
Purchase order #:

Account location detail

Product Detail	Units	Charge USD	Tax USD	Total USD
Online/Software Subscription Charges				
1003332674 Reference # 6150788013 YOLO COUNTY LAW LIBRARY PATRON ACCESS ACCOUNT 204 4TH ST STE A WOODLAND CA 95695 3502				
September 1, 2022 - September 30, 2022 Westlaw Proflex, Multi Loc Agreement, Enterprise (Unique Identifier 0000154415) DATABASE CHARGES		2,032.03	0.00	2,032.03
			Online/Software Subscription Charges Total USD	2,032.03
			Location Total USD	2,032.03
<hr/>				
Online/Software Subscription Charges				
1003332674 Reference # 6150791855 YOLO COUNTY LAW LIBRARY PATRON ACCESS ACCOUNT 204 4TH ST STE A WOODLAND CA 95695 3502				
September 1, 2022 - September 30, 2022 Westlaw Proflex, Multi Loc Agreement, Enterprise (Unique Identifier 0000154415) DATABASE CHARGES		0.00	0.00	0.00
			Online/Software Subscription Charges Total USD	0.00
			Location Total USD	0.00
				Total USD
				2,032.03

* Indicates system credit



Monthly **account summary**

Account #: 1003332674

Charges cleared between September 2, 2022 and October 1, 2022

Document date	Document #	Description	Amount USD	Notes
09/01/2022	0846954329	Invoice	2,032.03	
09/23/2022	009597945	Payment Received	2,032.03	PAYMENT RECEIVED THANK YOU

Open charges as of October 1, 2022

Document date	Document #	Description	Amount USD	Notes	Due Date
10/01/2022	0847113797	Invoice	2,032.03		10/31/2022

Open charges in USD as of October 1, 2022 **2,032.03**

The Monthly account summary is a comprehensive report of all account activity for the current subscription billing period. Payments made within the last 48 hours may not be included. Go to <http://myaccount.tr.com/westlaw> if more details are needed around these invoices or payments.

If you have questions about your outstanding balance, please contact our Accounts Receivable department by calling 1-800-522-0552 and select account information.

Subscription Invoice



Thomson Reuters
West Publishing Corporation
610 Opperman Drive
Eagan, MN 55123 1396

YOLO COUNTY LAW
LIBRARY

Invoice #: 847195578
Account #: 1000800651
Invoice date: October 4, 2022

YOLO COUNTY LAW LIBRARY
204 4TH ST STE A
WOODLAND, CA 95695-3502

Total Due in USD
1,241.26
Payment due by
November 3, 2022

Summary	Charge USD	Tax total USD	Total USD
LIBRARY PLAN CHARGES	1,149.29	91.97	1,241.26
TOTAL INVOICE AMOUNT	1,149.29	91.97	1,241.26

Billing note:

NEW RESOURCE AVAILABLE: Find information on how to read your invoice and other commonly asked billing questions under the Billing, payment, returns & refunds section online at legal.thomsonreuters.com/en/support.

Self-Service online resources

Sign up for E delivery of invoices at: <http://ebilling.thomsonreuters.com>
To manage your account sign up at MyAccount: <http://myaccount.tr.com/westlaw>
For online support contact us at: <http://legal.thomsonreuters.com/en/support>

A

Include this portion with your payment-Folding and stapling may delay your payment

YOLO COUNTY LAW LIBRARY

Invoice #: 847195578
Invoice date: October 4, 2022
Account #: 1000800651

Pay online:

To make a payment electronically log on to https://www.thomsonreuters.com/en_us/account/billing/guest/pay
Set up your payment to be withdrawn electronically using direct debit or credit card.

Invoice due date: November 3, 2022
Amount due in USD: 1,241.26

Please make checks payable to:

Thomson Reuters West
Payment Center
P.O. Box 6292
Carol Stream, IL 60197 6292

Amount enclosed _____

Information and **payment details**



Do more with your account online

<http://myaccount.tr.com/westlaw>

- Manage payments online and review account balances
- Update addresses and review order status
- View and download invoice details
- Manage online users' access

<http://www.quickview.com>

- Obtain free usage reporting for cost recovery
- Obtain eDiscovery matter details

<http://ebilling.thomsonreuters.com>

- Go Green with e-billing for time savings and convenience

<https://www.thomsonreuters.com/en-us/account/billing/guest/pay>

- Easily and quickly enroll in our autopay program
- Easily make updates after setup

<https://legal.thomsonreuters.com/billing-portal-request>

- Sign up to receive your invoice through a billing portal

Return policy

- If you are not completely satisfied with the products you purchase from West (Thomson Reuters), you may return them. In order to receive credit, returns must be received within 45 days of the ship date. If a return is received after 45 days, we regret that we cannot issue a refund or send the merchandise back to you. The ship date can be found online at My Account (myaccount.tr.com/westlaw).
- Please note that products included within programs such as, but not limited to, Library Maintenance Agreement/Library Management Arrangement, Library Savings Plan, West Complete, Assured Print Pricing, WestPack, and Special Offer agreements cannot be separately cancelled or returned and are nonrefundable. These programs provide our most favorable terms, and titles within these programs are not eligible for refund.
- To ensure accurate processing, simply return merchandise in its original packaging via a trackable shipping method and insure the merchandise for its value. Always enclose a copy of the original delivery or billing document and include a brief explanation of the reason for the return. All expenses associated with returns are the responsibility of the customer. Customers will forfeit any applicable discounts when returning part of a promotional sale. To verify our receipt of your return and any credit applied, access the Returns History section in My Account (myaccount.tr.com/westlaw).
- The return policy does not apply to online, hosted, software, or Thomson Reuters ProView® eBook products. Please refer to your order form.

Payment options and terms

Include your invoice number to assist with applying your payment or email the remittance to west.arpaymentcenter@thomsonreuters.com

Pay Online

To make a payment online or sign up for AutoPay, please visit <https://www.thomsonreuters.com/en-us/account/billing/guest/pay>

Electronic payments should be issued to

West Publishing Corporation
BMO Harris Bank N.A.,
115 S LaSalle St, Chicago IL 60603
Bank Routing #: 071000288
Bank Account #: 4445615
SWIFT Code: HATRUS44

Contact us online

<https://legal.thomsonreuters.com/en/support>

- Provides answers to commonly asked questions and web forms for submitting account-related requests.

Thomson Reuters tax information

Canadian registration numbers

Canada GST: 13641 8480 RT0001
British Columbia PST: PST-1000-4632
Quebec QST: 1021623993 TQ001
Saskatchewan PST: 1895663

VAT Reg Numbers

41-1426973

Federal Tax ID

41-1426973

Electronic payment details for other currencies

<http://legal.tr.com/electronic-funds-transfer>

Pay via Phone

To make a payment via telephone, please call 1-800-328-4880 Say "Account Services," then provide account number, say "make a payment."

Check

Check payments should be mailed to the address on the front of invoice in the remittance section. To ensure timely application, return the remittance portion with your check payment.

- Terms: Net 30; products are shipped FOB shipping point
- Please do not enclose cash or additional correspondence
- Payments marked "paid in full," or with any other restrictive language, shall not operate as an accord and satisfaction without the prior written approval of West (Thomson Reuters).

Subscription Invoice



Thomson Reuters
 West Publishing Corporation
 610 Opperman Drive
 Eagan, MN 55123 1396

**YOLO COUNTY LAW
 LIBRARY**

Invoice #: 847195578
 Account #: 1000800651
 Invoice date: October 4, 2022

Library Plan Charges

Product Detail	Reference #	Quantity	Unit Price USD	Charge Price USD	Tax USD	Total USD
1000800651 YOLO COUNTY LAW LIBRARY 204 4TH ST STE A WOODLAND CA 95695-3502 Ship/Post date: October 1 October 1, 2022 - October 31, 2022						
West's Complete Library, Print and Proview, Subscription~ (Unique identifier 0000869338)	6150748604					
DO NOT USE GOVT EXEMPT				506.53	40.55	547.08
BOOKS & BOUND VOLUMES				437.46	35.00	472.46
TANGIBLE PERSONAL PROP.				205.30	16.42	221.72
Subtotal				1,149.29	91.97	1,241.26

Library Plan Charges Total USD
1,241.26



Thomson Reuters
West Publishing Corporation
610 Opperman Drive
Eagan, MN 55123 1396

YOLO COUNTY LAW
LIBRARY

Monthly Account Summary

Account #: 1000800651

Cleared Charges within September 5, 2022 to October 4, 2022

Document date	Document #	Description	Amount USD	Notes
09/23/2022	009597945	Payment Received	-1,241.26	PAYMENT RECEIVED - THANK YOU
08/04/2022	0846866838	Subscription Invoice	1,241.26	

Open Balance Through October 4, 2022

Document date	Document #	Description	Amount USD	Notes	Due Date
09/04/2022	0847040951	Subscription Invoice	1,241.26		10/04/2022
10/04/2022	0847195578	Subscription Invoice	1,241.26		11/03/2022

Open Balance in USD as of October 4, 2022 **2,482.52**

The Monthly Account Summary is a comprehensive report of all account activity for the current subscription billing period. Payments made within the last 48 hours may not be included. Go to <http://myaccount.tr.com/westlaw> if more details are needed around these invoices and payments.

If you have questions about your outstanding balance, please contact our Account Receivable area by calling 1-800-522-0552 and select account information.



Invoice # 33842655 **Invoice Date** 11-01-22 **PO#** DIGITALLIBRARY **Order Date** 10-28-22 **Acct Mgr** G88 **Payment Terms** 30 Days **Ship Method** UPS Ground

BILL TO ACCOUNT # : 0099948607

SHIP TO ACCOUNT # : 0099948607

YOLO COUNTY LAW LIBRARY
DIGITAL LIBRARY
204 4TH ST STE A
WOODLAND CA 95695

YOLO COUNTY LAW LIBRARY
DIGITAL LIBRARY
204 4TH ST STE A
WOODLAND CA 95695

This invoice reflects the billing for year 2 of a 3 year contract. The future billing schedule, exclusive of taxes, shipping and handling, is listed below *. If applicable, any change in the number of users will affect future invoice charges. Please refer all inquiries to the Account Manager listed below.

INVOICE									
Qty	ISBN	Price	# of Licenses	License Fees	Discount Amount	Net Amount	S&H	Tax	Extended Price
1	9780769858784	9342.75				3090.00			3090.00
Current Billing Period: 11-22 10-23 APPLICATION SERVICES FEE									
*Future Billing Schedule:									
11-23	- 10-24:	3183.00							
1	0009181000014	16294.00				3846.00			3846.00
Current Billing Period: 11-22 10-23 CA FORMS OF PLEADING & PRACTICE DIGITAL LIBRARY									
*Future Billing Schedule:									
11-23	- 10-24:	3961.00							
1	0009187000018	11575.00				4923.00			4923.00
Current Billing Period: 11-22 10-23 CA LEGAL FORMS TRANSACTION DIGITAL LIBRARY									
*Future Billing Schedule:									
11-23	- 10-24:	5071.00							
		37211.75				11859.00			11859.00
		Payment	01	Amount Due		988.25			

CALL YOUR ACCT MGR, KIMBERLY MASTRIANNI, AT 1-937-247-8187 FOR INFO ABOUT OUR PUBLICATIONS
Some prices reflected in this Order are contingent on you maintaining all of your existing subscript accounts with LN and its affiliates; if any such existing business is cancelled by you, LN may modify prices to reduce or eliminate any related discounts.

MAKE CHECK PAYABLE TO :

Matthew Bender & Co., Inc.
28544 Network Place
Chicago, IL 60673-1285

INVOICE	#33842655
PO#	DIGITALLIBRARY
AMOUNT DUE \$	988.25
AMOUNT ENCLOSED	

To Change Address Or If Paying By Credit
Please note On Reverse



PO Box 37600
Philadelphia, PA 19101-0600

Invoice

Order Date: 11/01/2022
Ship Date: 11/02/2022
Invoice Date: 11/02/2022
Due Date: 12/02/2022
TIN: 04-2896127

Sold To:

YOLO COUNTY LAW LIBRARY
204 4TH ST # A
WOODLAND CA 95695-3502


Ship To:

Yolo County Law Library
204 4Th St # A
Woodland CA 95695

Customer PO: colesjanet Order#: 165421506 Invoice #: 28735579 Account #: 6872270




Item Number	Description	Color	Qty Shipped	Price	Unit	Extended
901-24300522	Waterproof 2Gb usb 10Pk black		1	\$63.64	each	\$63.64

Your coupon savings of \$3.35 is reflected in the item prices on this invoice



View your account balance and pay invoices online!
Go to [Quill.com/billing](https://www.quill.com/billing)

Electronic Payment Info:
Quill Corporation
Account 4353724479
Routing 121000248
arpayment@quill.com

 Always happy to help
 800.982.3400  invoice@quill.com

Merchandise Amt: \$63.64
Tax: \$5.09
Shipping: Free
Amount Due: \$68.73

Pay this invoice or track the status of this order at [Quill.com/myaccount](https://www.quill.com/myaccount)

To ensure proper payment, include this portion along with your check to the address shown. Include your Account Number.
If you're paying multiple invoices at one time, submit each invoice stub that you would like your payment applied to.

Account Number: 6872270
Yolo County Law Library

Payable to:

Quill LLC
P.O. Box 37600
Philadelphia, PA 19101-0600



Invoice Number: 28735579
Invoice Date: 11/02/2022
Amount Due: \$68.73
Payable in US Dollars

0011000000287355790006872270210000000068739

PLEASE RETURN THIS REMITTANCE PORTION WITH YOUR PAYMENT

ACCOUNT NUMBER 1584884-1030470USC

PLEASE REFER TO ACCOUNT NUMBER ON ALL INQUIRIES
PLEASE DO NOT STAPLE OR FOLD THIS PORTION

7A I J

DUE DATE	11/03/2022
INVOICE DATE	10/14/2022
INVOICE NUMBER	106615950
AMOUNT DUE	\$118.73
AMOUNT ENCLOSED	

B I T L O L
YOLO COUNTY OF
ATTN: ACCOUNTS PAYABLE
204 4TH ST STE A
WOODLAND

CA 95695-3502

R E M I T T

RICOH USA, INC.
PO BOX 650073
DALLAS TX 75265-0073

01 0000000015848849 0001066159508 0000000000118737



Ricoh USA, Inc.

ACCOUNT NUMBER: 1584884-1030470USC 7A I J

For billing inquiries, please call Customer Service at the number printed below. Please refer to your account number on all inquiries.

B I T L O L

YOLO COUNTY OF
ATTN: ACCOUNTS PAYABLE
204 4TH ST STE A
WOODLAND CA 95695-3502

To avoid late charges, all payments must be received by the due date. Late charges will be added to your invoice consistent with the terms and conditions of your contract.

INVOICE NUMBER	106615950
INVOICE DATE	10/14/2022
DUE DATE	11/03/2022

PLEASE CALL 1-800-595-1011 FOR ACCOUNT INQUIRIES

DESCRIPTION	CURRENT CHARGES	TOTALS			
PREVIOUS BALANCE		\$8.64			
RENEWAL	96.74				
MODEL : MP2554SP SERIAL: C86179278					
METER FROM: 09/02/2022 TO : 10/01/2022					
METER BEG.: 65,953 END : 66,536					
ADDITIONAL IMAGES 583 @ \$0.00890	5.19				
STATE TAX	6.11				
COUNTY TAX	1.28				
DISTRICT TAX	.77	110.09			
MP2554SP C86179278					
CURRENT BILLING PERIOD: 10/03/2022 - 11/02/2022					
BEGIN SERVICING YOUR RICOH ACCOUNT ONLINE AT: WWW.GETMYACCOUNTS.COM					
-YOU WILL NEED YOUR FULL ACCOUNT NUMBER TO REGISTER					
-OBTAIN YOUR INVOICE, PAY HISTORY, AND MORE					
-ELECTRONICALLY MAKE PAYMENTS, SETUP AUTO-PAY					
CURRENT	30 DAYS	60 DAYS	90 DAYS	THANK YOU FOR YOUR PROMPT PAYMENT	AMOUNT DUE
118.73	0.00	0.00	0.00		\$118.73

RETAIN THIS INVOICE PORTION FOR YOUR RECORDS

**FOR ADDRESS CORRECTIONS OR NAME CHANGE REQUESTS, PLEASE CONTACT
CUSTOMER SERVICE AT 800-595-1011.**



106615950 - BKPG

Acceptable Forms of Payments: We will accept payment in the form of company checks (or personal check in the case of sole proprietorships), direct debit, or wires only. Cash, money orders, cashier's checks, traveler's checks and other cash equivalents are not acceptable forms of payment and such forms of payment may delay processing or be returned. Furthermore, only you or your authorized agent as approved may remit payments on these accounts.

Disputed Payments: Without prejudice to any of our rights and remedies under your contract, all written communication concerning disputed amounts, including any check or other payment instrument that (a) indicates that the written payment constitutes "payment in full" or is tendered as full satisfaction of a disputed amount or (b) is tendered with other conditions or limitation must be mailed or delivered to us at the correspondence only address (P.O. Box 9115, Macon, Georgia 31208-9115 or 1738 Bass Road, Macon, Georgia 31210-1043) and not to the payment address.



Thomson Reuters
West Publishing Corporation
610 Opperman Drive
Eagan, MN 55123-1396

YOLO COUNTY LAW LIBRARY

Invoice #: 847113797
Account #: 1003332674
Invoice date: October 1, 2022
Purchase order #:

YOLO COUNTY LAW LIBRARY
PATRON ACCESS ACCOUNT
204 4TH ST STE A
WOODLAND CA 95695-3502

Total Due in USD
2,032.03
Payment Due by
October 31, 2022

Summary	Charge USD	Tax USD	Total USD
ONLINE/SOFTWARE SUBSCRIPTION CHARGES	2,032.03	0.00	2,032.03
TOTAL INVOICE AMOUNT	2,032.03	0.00	2,032.03

Billing Note

Find information on how to read your invoice and other commonly asked billing questions under the Billing, payment, returns & refunds section online at legal.thomsonreuters.com/en/support.

Self-Service online resources

Sign up for E-delivery of invoices at <http://ebilling.thomsonreuters.com>

To manage your account sign up at MyAccount: <http://myaccount.tr.com/westlaw>

For online support contact us at <http://legal.thomsonreuters.com/en/support>

1000800651 A

Include this portion with your payment - Folding and stapling may delay your payment.

YOLO COUNTY LAW LIBRARY

Invoice #: 847113797
Account #: 1003332674
Invoice date: October 1, 2022

Pay online:

To make a payment electronically log on to <https://www.thomsonreuters.com/en-us/account/billing/guest/pay>
Set up your payment to be withdrawn electronically using direct debit or credit card.

Invoice due date: October 31, 2022
Amount due in USD: 2,032.03

Please make checks payable to:

Thomson Reuters - West
Payment Center
P.O. Box 6292
Carol Stream, IL 60197-6292

Amount enclosed: _____



Do more with your account online

<http://myaccount.tr.com/westlaw>

- Manage payments online and review account balances
- Update addresses and review order status
- View and download invoice details
- Manage online users' access

<http://www.quickview.com>

- Obtain free usage reporting for cost recovery
- Obtain eDiscovery matter details

<http://ebilling.thomsonreuters.com>

- Go Green with e-billing for time savings and convenience

<https://www.thomsonreuters.com/en-us/account/billing/guest/pay>

- Easily and quickly enroll in our autopay program
- Easily make updates after setup

<https://legal.thomsonreuters.com/billing-portal-request>

- Sign up to receive your invoice through a billing portal

Return policy

- If you are not completely satisfied with the products you purchase from West (Thomson Reuters), you may return them. In order to receive credit, returns must be received within 45 days of the ship date. If a return is received after 45 days, we regret that we cannot issue a refund or send the merchandise back to you. The ship date can be found online at My Account (myaccount.tr.com/westlaw).
- Please note that products included within programs such as, but not limited to, Library Maintenance Agreement/Library Management Arrangement, Library Savings Plan, West Complete, Assured Print Pricing, WestPack, and Special Offer agreements cannot be separately cancelled or returned and are nonrefundable. These programs provide our most favorable terms, and titles within these programs are not eligible for refund.
- To ensure accurate processing, simply return merchandise in its original packaging via a trackable shipping method and insure the merchandise for its value. Always enclose a copy of the original delivery or billing document and include a brief explanation of the reason for the return. All expenses associated with returns are the responsibility of the customer. Customers will forfeit any applicable discounts when returning part of a promotional sale. To verify our receipt of your return and any credit applied, access the Returns History section in My Account (myaccount.tr.com/westlaw).
- The return policy does not apply to online, hosted, software, or Thomson Reuters ProView® eBook products. Please refer to your order form.

Payment options and terms

Include your invoice number to assist with applying your payment or email the remittance to west.arpaymentcenter@thomsonreuters.com

Pay Online

To make a payment online or sign up for AutoPay, please visit <https://www.thomsonreuters.com/en-us/account/billing/guest/pay>

Electronic payments should be issued to

West Publishing Corporation
BMO Harris Bank N.A.,
115 S LaSalle St, Chicago IL 60603
Bank Routing #: 071000288
Bank Account #: 4445615
SWIFT Code: HATRUS44

Contact us online

<https://legal.thomsonreuters.com/en/support>

- Provides answers to commonly asked questions and web forms for submitting account-related requests.

Thomson Reuters tax information

Canadian registration numbers

Canada GST: 13641 8480 RT0001
British Columbia PST: PST-1000-4632
Quebec QST: 1021623993 TQ001
Saskatchewan PST: 1895663

VAT Reg Numbers

41-1426973

Federal Tax ID

41-1426973

Electronic payment details for other currencies

<http://legal.tr.com/electronic-funds-transfer>

Pay via Phone

To make a payment via telephone, please call 1-800-328-4880 Say "Account Services," then provide account number, say "make a payment."

Check

Check payments should be mailed to the address on the front of invoice in the remittance section. To ensure timely application, return the remittance portion with your check payment.

- Terms: Net 30; products are shipped FOB shipping point
- Please do not enclose cash or additional correspondence
- Payments marked "paid in full," or with any other restrictive language, shall not operate as an accord and satisfaction without the prior written approval of West (Thomson Reuters).

Invoice



Thomson Reuters
West Publishing Corporation
610 Opperman Drive
Eagan, MN 55123-1396

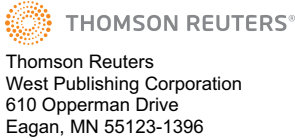
YOLO COUNTY LAW LIBRARY

Invoice #: 847113797
Account #: 1003332674
Invoice date: October 1, 2022
Purchase order #:

Account location detail

Product Detail	Units	Charge USD	Tax USD	Total USD
1003332674 Reference # 6150788013 YOLO COUNTY LAW LIBRARY PATRON ACCESS ACCOUNT 204 4TH ST STE A WOODLAND CA 95695-3502				
Online/Software Subscription Charges				
September 1, 2022 - September 30, 2022 Westlaw Proflex, Multi-Loc Agreement, Enterprise (Unique Identifier 0000154415) DATABASE CHARGES		2,032.03	0.00	2,032.03
				Online/Software Subscription Charges Total USD 2,032.03
				Location Total USD 2,032.03
<hr/>				
1003332674 Reference # 6150791855 YOLO COUNTY LAW LIBRARY PATRON ACCESS ACCOUNT 204 4TH ST STE A WOODLAND CA 95695-3502				
Online/Software Subscription Charges				
September 1, 2022 - September 30, 2022 Westlaw Proflex, Multi-Loc Agreement, Enterprise (Unique Identifier 0000154415) DATABASE CHARGES		0.00	0.00	0.00
				Online/Software Subscription Charges Total USD 0.00
				Location Total USD 0.00
				Total USD 2,032.03

* Indicates system credit



Monthly **account summary**

Account #: 1003332674

Charges cleared between September 2, 2022 and October 1, 2022

Document date	Document #	Description	Amount USD	Notes
09/01/2022	0846954329	Invoice	2,032.03	
09/23/2022	009597945	Payment Received	-2,032.03	PAYMENT RECEIVED - THANK YOU

Open charges as of October 1, 2022

Document date	Document #	Description	Amount USD	Notes	Due Date
10/01/2022	0847113797	Invoice	2,032.03		10/31/2022

Open charges in USD as of October 1, 2022 **2,032.03**

The Monthly account summary is a comprehensive report of all account activity for the current subscription billing period. Payments made within the last 48 hours may not be included. Go to <http://myaccount.tr.com/westlaw> if more details are needed around these invoices or payments.

If you have questions about your outstanding balance, please contact our Accounts Receivable department by calling 1-800-522-0552 and select account information.

Subscription Invoice



Thomson Reuters
West Publishing Corporation
610 Opperman Drive
Eagan, MN 55123-1396

**YOLO COUNTY LAW
LIBRARY**

Invoice #: 847195578
Account #: 1000800651
Invoice date: October 4, 2022

YOLO COUNTY LAW LIBRARY
204 4TH ST STE A
WOODLAND, CA 95695-3502

Total Due in USD
1,241.26

Payment due by
November 3, 2022

Summary	Charge USD	Tax total USD	Total USD
LIBRARY PLAN CHARGES	1,149.29	91.97	1,241.26
TOTAL INVOICE AMOUNT	1,149.29	91.97	1,241.26

Billing note:

NEW RESOURCE AVAILABLE: Find information on how to read your invoice and other commonly asked billing questions under the Billing, payment, returns & refunds section online at legal.thomsonreuters.com/en/support.

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For online support contact us at: <http://legal.thomsonreuters.com/en/support>

A

Include this portion with your payment-Folding and stapling may delay your payment

YOLO COUNTY LAW LIBRARY

Invoice #: 847195578
Invoice date: October 4, 2022
Account #: 1000800651

Pay online:

To make a payment electronically log on to
<https://www.thomsonreuters.com/en-us/account/billing/guest/pay>
Set up your payment to be withdrawn electronically using
direct debit or credit card.

Invoice due date: November 3, 2022
Amount due in USD: 1,241.26

Please make checks payable to:

Thomson Reuters - West
Payment Center
P.O. Box 6292
Carol Stream, IL 60197-6292

Amount enclosed _____

Information and **payment details**



Do more with your account online

<http://myaccount.tr.com/westlaw>

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- Update addresses and review order status
- View and download invoice details
- Manage online users' access

<http://www.quickview.com>

- Obtain free usage reporting for cost recovery
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<http://ebilling.thomsonreuters.com>

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- Please note that products included within programs such as, but not limited to, Library Maintenance Agreement/Library Management Arrangement, Library Savings Plan, West Complete, Assured Print Pricing, WestPack, and Special Offer agreements cannot be separately cancelled or returned and are nonrefundable. These programs provide our most favorable terms, and titles within these programs are not eligible for refund.
- To ensure accurate processing, simply return merchandise in its original packaging via a trackable shipping method and insure the merchandise for its value. Always enclose a copy of the original delivery or billing document and include a brief explanation of the reason for the return. All expenses associated with returns are the responsibility of the customer. Customers will forfeit any applicable discounts when returning part of a promotional sale. To verify our receipt of your return and any credit applied, access the Returns History section in My Account (myaccount.tr.com/westlaw).
- The return policy does not apply to online, hosted, software, or Thomson Reuters ProView® eBook products. Please refer to your order form.

Payment options and terms

Include your invoice number to assist with applying your payment or email the remittance to west.arpaymentcenter@thomsonreuters.com

Pay Online

To make a payment online or sign up for AutoPay, please visit <https://www.thomsonreuters.com/en-us/account/billing/guest/pay>

Electronic payments should be issued to

West Publishing Corporation
BMO Harris Bank N.A.,
115 S LaSalle St, Chicago IL 60603
Bank Routing #: 071000288
Bank Account #: 4445615
SWIFT Code: HATRUS44

Contact us online

<https://legal.thomsonreuters.com/en/support>

- Provides answers to commonly asked questions and web forms for submitting account-related requests.

Thomson Reuters tax information

Canadian registration numbers

Canada GST: 13641 8480 RT0001
British Columbia PST: PST-1000-4632
Quebec QST: 1021623993 TQ001
Saskatchewan PST: 1895663

VAT Reg Numbers

41-1426973

Federal Tax ID

41-1426973

Electronic payment details for other currencies

<http://legal.tr.com/electronic-funds-transfer>

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Check

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- Terms: Net 30; products are shipped FOB shipping point
- Please do not enclose cash or additional correspondence
- Payments marked "paid in full," or with any other restrictive language, shall not operate as an accord and satisfaction without the prior written approval of West (Thomson Reuters).

Subscription Invoice



Thomson Reuters
 West Publishing Corporation
 610 Opperman Drive
 Eagan, MN 55123-1396

**YOLO COUNTY LAW
 LIBRARY**

Invoice #: 847195578
 Account #: 1000800651
 Invoice date: October 4, 2022

Library Plan Charges

Product Detail	Reference #	Quantity	Unit Price USD	Charge Price USD	Tax USD	Total USD
1000800651 YOLO COUNTY LAW LIBRARY 204 4TH ST STE A WOODLAND CA 95695-3502 Ship/Post date: October 1 October 1, 2022 - October 31, 2022						
West's Complete Library, Print and Proview, Subscription~ (Unique identifier 0000869338)	6150748604					
DO NOT USE GOVT EXEMPT				506.53	40.55	547.08
BOOKS & BOUND VOLUMES				437.46	35.00	472.46
TANGIBLE PERSONAL PROP.				205.30	16.42	221.72
Subtotal				1,149.29	91.97	1,241.26

Library Plan Charges Total USD
1,241.26



Thomson Reuters
West Publishing Corporation
610 Opperman Drive
Eagan, MN 55123-1396

YOLO COUNTY LAW
LIBRARY

Monthly **Account Summary**

Account #: 1000800651

Cleared Charges within September 5, 2022 to October 4, 2022

Document date	Document #	Description	Amount USD	Notes
09/23/2022	009597945	Payment Received	-1,241.26	PAYMENT RECEIVED - THANK YOU
08/04/2022	0846866838	Subscription Invoice	1,241.26	

Open Balance Through October 4, 2022

Document date	Document #	Description	Amount USD	Notes	Due Date
09/04/2022	0847040951	Subscription Invoice	1,241.26		10/04/2022
10/04/2022	0847195578	Subscription Invoice	1,241.26		11/03/2022

Open Balance in USD as of October 4, 2022 **2,482.52**

The Monthly Account Summary is a comprehensive report of all account activity for the current subscription billing period. Payments made within the last 48 hours may not be included. Go to <http://myaccount.tr.com/westlaw> if more details are needed around these invoices and payments.

If you have questions about your outstanding balance, please contact our Account Receivable area by calling 1-800-522-0552 and select account information.

GL291 - Date 11/21/22
Time 15:39

Company 1000 - YOLO COUNTY
Trial Balance
For Period 1 Through 12 Ending June 30, 2023

USD

Base Currency
Amounts
Fiscal Year 2023

6950-0067-06200-7001 69506762007001 LAW LIBRARY

Account Nbr	Description	Beginning Balance	Debit Activity	Credit Activity	Ending Balance
<u>210700-9999</u>	NON-CASH Y/E TRANS-TRUST FUNDS	4,612.00		4,612.00-	0.00
<u>400700-0000</u>	INVESTMENT EARNINGS-POOL	0.00	61.67	549.50-	487.83-
<u>400705-0000</u>	GASB 31 FMV - DFS ONLY	0.00		2,042.00-	2,042.00-
<u>403130-0000</u>	COURT FEES AND COSTS	0.00	22,683.32	42,647.14-	19,963.82-
<u>500100-0000</u>	REGULAR EMPLOYEES	0.00	237.00		237.00
<u>500110-0000</u>	EXTRA HELP	0.00	20,971.00	1,711.40-	19,259.60
<u>500320-0000</u>	OASDI	0.00	1,314.89	106.11-	1,208.78
<u>500330-0000</u>	FICA/MEDICARE	0.00	307.52	24.81-	282.71
<u>501021-0000</u>	COMMUNICATIONS INTERNAL CHARGE	0.00	1,632.00		1,632.00
<u>501042-0000</u>	GEN SERV JANITORL INTERNAL CHR	0.00	1,379.84	246.40-	1,133.44
<u>501051-0000</u>	INSURANCE-PUBLIC LIABILITY	0.00	750.00		750.00
<u>501110-0000</u>	OFFICE EXPENSE	0.00	1,097.37		1,097.37
<u>501126-0000</u>	IT SERVICE-ERP	0.00	190.00		190.00
<u>501127-0000</u>	IT SERVICE-CONNECTIVITY	0.00	3,270.00		3,270.00
<u>501190-0000</u>	RENTS AND LEASES - EQUIPMENT	0.00	253.81		253.81
<u>501230-0000</u>	SPECDPT EXP-CIRC LIB BKS&PERI	0.00	10,524.46		10,524.46
<u>501231-0000</u>	SPECDPT EXP-OLINE LIB BKS&PERI	0.00	11,342.37	2,032.03-	9,310.34
*** Totals		4,612.00	76,015.25	53,971.39	26,655.86
*** Out Of Balance			22,043.86		

GL291 - Date 11/21/22
Time 15:39

Company 1000 - YOLO COUNTY
Trial Balance
For Period 1 Through 12 Ending June 30, 2023

USD

Base Currency
Amounts
Fiscal Year 2023

6950-0067-06200-7002 69506762007002 LAW LIBRARY SUPPLEMENTAL FNDG

Account Nbr	Description	Beginning Balance	Debit Activity	Credit Activity	Ending Balance
<u>401340-0000</u>	ST-OTHER	0.00		69,564.03-	69,564.03-
<u>501051-0000</u>	INSURANCE-PUBLIC LIABILITY	0.00	187.00		187.00
<u>501090-0000</u>	MEMBERSHIPS	0.00	500.00		500.00
<u>501110-0000</u>	OFFICE EXPENSE	0.00	514.28		514.28
<u>501210-0000</u>	MINOR EQUIPMENT	0.00	377.99		377.99
<u>501250-0000</u>	TRANSPORTATION AND TRAVEL	0.00	271.96		271.96
*** Totals		0.00	1,851.23	69,564.03	67,712.80-
*** Out Of Balance				67,712.80	

6950-0099-00001-0001 69509900010001 LAW LIBRARY BSU ONLY

Account Nbr	Description	Beginning Balance	Debit Activity	Credit Activity	Ending Balance
<u>100000-0000</u>	CASH IN TREASURY	172,733.13	<u>112,760.67</u>	<u>61,152.29-</u>	<u>224,341.51</u>
<u>100010-0000</u>	CASH GASB 31 FMV DFS ONLY	6,654.00-	<u>6,654.00</u>		<u>0.00</u>
<u>101000-0141</u>	RC-LAW LIB CAP ASSET REPL	539.13	<u>1.06</u>		<u>540.19</u>
<u>101000-0142</u>	RC-LAW LIB RELOCATION	75,965.91	<u>151.26</u>		<u>76,117.17</u>
<u>104000-0000</u>	IMPREST CASH	25.00			<u>25.00</u>
<u>113002-0000</u>	DUE FROM OTHER GOVTS-JE	22,683.32		<u>22,683.32-</u>	<u>0.00</u>
<u>181400-0000</u>	EQUIPMENT	108,636.61			<u>108,636.61</u>
<u>182400-0000</u>	ACCUM. DEP-EQUIPMENT	108,636.61-			<u>108,636.61-</u>
<u>200001-0000</u>	ACCOUNTS PAYABLE-JE	7,172.64-	<u>7,172.64</u>		<u>0.00</u>
<u>205000-0000</u>	ACCRUED PAYROLL-GROSS	1,567.98-	<u>1,567.98</u>		<u>0.00</u>
<u>210010-0000</u>	DUE TO OTH GOV	1,196.94-	<u>1,196.94</u>		<u>0.00</u>
<u>300400-0000</u>	FUND BAL-RESTRICTED	105,778.86-			<u>105,778.86-</u>
<u>300600-0000</u>	FD BAL-ASSIGNED	76,982.01-			<u>76,982.01-</u>
<u>300600-0003</u>	FD BAL-ASSIGNED-GEN RESERVE	14,864.85-		<u>40,470.00-</u>	<u>55,334.85-</u>
<u>300999-0000</u>	UNASSIGNED	62,341.21-	<u>40,470.00</u>		<u>21,871.21-</u>
***	Totals	4,612.00-	169,974.55	124,305.61	41,056.94
***	Out Of Balance		45,668.94		